



# *Job Opportunity*

## *Native American Heritage Commission*

*The Native American Heritage Commission is an equal opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religion, political affiliation, age, medical condition, political/religious opinion, discrimination complaint filing or sexual orientation.*

August 2, 2011

**STAFF COUNSEL III**  
**\$7,682 - \$9,478 per month**

**OR**

**STAFF COUNSEL**  
**Range A \$4,674 – 4,674 per month**  
**Range B \$4,678 - \$5,137 per month**  
**Range C \$5,638 - \$6,818 per month**  
**Range D \$6,347 – \$7,828 per month**

**(ONE POSITION AVAILABLE - WILL CONSIDER FILLING AT EITHER LEVEL - DUTIES WILL BE ADJUSTED ACCORDINGLY)**

Under the direction of the Executive Secretary, the incumbent will provide guidance to the Executive Secretary, Commissioners of the Native American Heritage Commission and staff on legal matters related to the protection of Native American human remains, cultural resources, sacred sites, ceremonial areas, sanctified cemeteries and other areas, as required by law.

### **DUTIES AND RESPONSIBILITIES:**

- Work with staff to ensure that Native American cultural resources are protected as provided by in the California Environmental Quality Act ("CEQA"), CEQA Guidelines and various federal laws such as Section 106 of National Historic Preservation Act and the Archaeological Resource Protection Act;
- Insure that local and state agencies are in compliance with Health and Safety Code 7070.5 and Public Resource Code Section 5097.9;
- Negotiate settlement agreements among tribal governments, federal, state and local agencies, project proponents and other entities to ensure the protection of Native American cultural resources and human remains;
- Work with the Resources Agency, Governor's Office and the Attorney General's Office on matters relating to shared goals and objectives;
- Attend meetings on behalf of the Executive Secretary;
- Other duties as necessary to accomplish the mission of the Native American Heritage Commission and to foster positive working relationships with tribal governmental entities, federal and state agencies, local governments, private developers, Indian organizations, and others;
- Work with Attorney General's Office to prepare litigation for the protection of sites on public land as stated in PRC 5097.9, 5097.94(a), and 5097.97.

**DESIRABLE QUALIFICATIONS:**

- Knowledge of the history of California tribes;
- Experience working with California tribal organizations;
- Familiarity with the legislative process;
- Involvement with sacred sites issues of California Indian communities;
- Knowledge and understanding of the environmental document review process;
- Knowledge of California Environmental Quality Act;
- Knowledge of the Public Resources Code affecting the Commission;
- Knowledge of the National Historic Preservation Act (Section 106).

**POSITION LOCATION:**

Native American Heritage Commission  
915 Capitol Mall, Room 364  
Sacramento, CA 95814

**SUBMIT APPLICATION TO:**

California State Lands Commission  
Personnel Office  
100 Howe Avenue, Suite 100-South  
Sacramento, CA 95825-8202

(916) 574-1910

**FINAL FILING DATE: Until filled**

**WHO MAY APPLY:**

**NOTE:** The Native American Heritage Commission cannot utilize the State Personnel Board's online Staff Counsel/Staff Counsel III open exam lists for hiring purposes.

State employees with transfer eligibility, reinstatement eligibility or employment list eligibility.

Transfers from surplus agencies or individuals on SROA will be given first consideration.

Former State employees with reinstatement eligibility or employment list eligibility.

Non-State employees who have already taken an examination for this job classification and have established employment list eligibility.

**Applications will be screened and only the most qualified candidates will be scheduled for an interview.**